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RLB -
40

MINUTES

FILE *Meetings*
(minutes) 1 AUG 1968

DD/S STAFF MEETING

30 July 1968 - 1030 Hours



25X1

2. Program Review

25X1 [redacted] reviewed the discussions [redacted] on Monday by representatives of the O/PPB and all the Directorates. This one-day review covered program and planning activities for the past year, and involved wide-ranging discussions of all phases of planning. It was recognized by all present that the DD/S needs to know the plans of the other Directorates in sufficient time to follow up with Support planning. At the conclusion [redacted] presentation, Mr. Wattles suggested that a similar briefing of office planners might be beneficial.

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3. Employee Parking

Mr. Coffey commented on Mr. Bannerman's memo to the Office Heads on this subject. He stressed that the contents of the attached memo signed by Colonel White should be distributed through staff mechanisms, making sure that all employees assigned to the Rosslyn area are informed.

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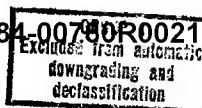
4. Vietnam Support Team



5. Summer-Only Employees

Mr. Coffey noted management's continuing concern with these employees -- that they be gainfully employed etc. Office Heads were asked to make surveys of their components to ascertain the facts pertaining to summer employees, and to then let the DD/S know if everything was proceeding all right. These surveys should include interviews with the summer employees if it is felt that these would be desirable.

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6. Career Management Report

Mr. Coffey expressed appreciation to the Office Heads for their responses, all of which were made on a short deadline.

7. Around the Table



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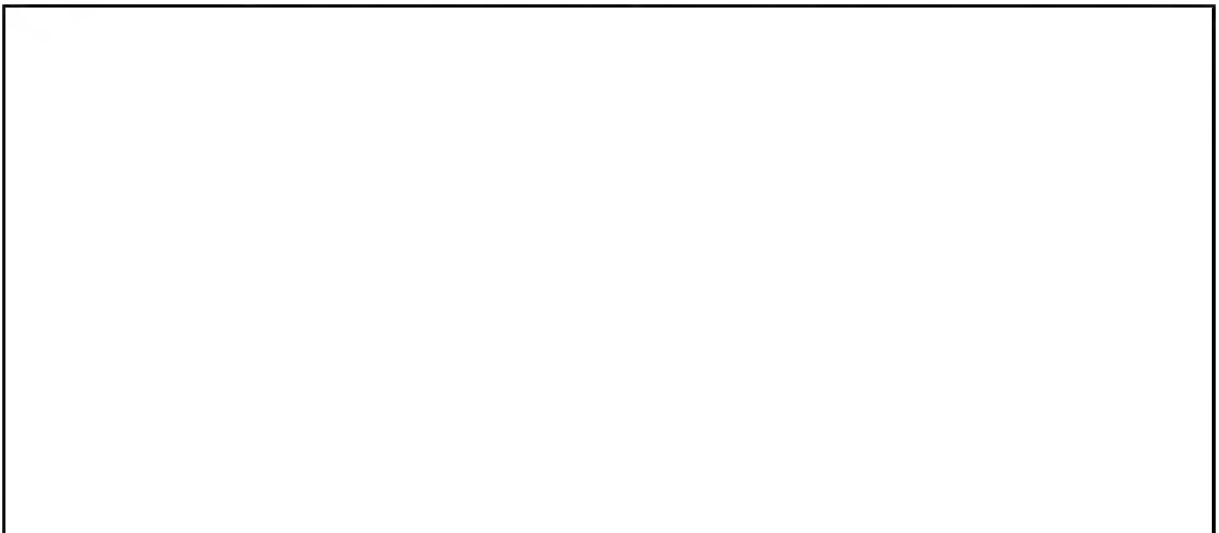
A preliminary review of DoD's plans for communication satellites seems to offer real opportunities to help satisfy Agency communications requirements. It was stressed that no official contact has yet been made with DoD on this subject.

b.



The BALPA exercise is about to wind up, with the final SIG meeting scheduled for 6 August. There are no remaining BALPA issues with the Department of State. Total Agency staff and contract reductions will amount

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e. Mr. Richardson:

The Support Directorate again came out best in critiques prepared by the most recent Midcareer Executive Development Class.

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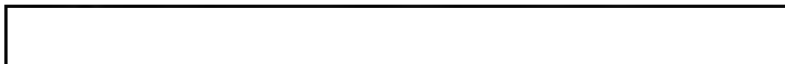


The DD/P is talking about an operational management course of possibly eight weeks.

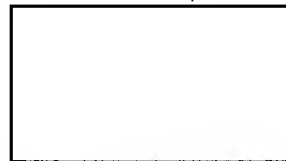
Women have finally cracked the Senior Service Schools, with a State Department nominee accepted for the National War College.

f. Mr. Blake:

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8. The meeting adjourned at 1120 hours.



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Special Assistant to the
Deputy Director for Support

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